



Event Risk Management Plan

External Events

Event Name: _____

Date: _____

Organiser: _____

Location: _____

Responsible Person: _____

Number of Attendees/Participants: _____

Description of Project/Event: _____



Event Risk Management Plan

External Event

Created By: _____

Date Created: _____

Ref	Risk Description <i>(What can go wrong?)</i>	Controls in place <i>(What can you do to prevent and/or manage it?)</i>	Consequence	Likelihood	Rating
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

Risk Impact Matrix

Risk is measured in terms of consequence and likelihood.

Consequence		<i>Insignificant</i>	<i>Minor</i>	<i>Moderate</i>	<i>Major</i>	<i>Catastrophic</i>
		1	2	3	4	5
Almost Certain	E	Moderate	High	High	Extreme	Extreme
Likely	D	Low	Moderate	High	Extreme	Extreme
Possible	C	Low	Low	Moderate	High	Extreme
Unlikely	B	Low	Low	Low	High	Extreme
Rare	A	Low	Low	Low	Moderate	High

Likelihood – The level of possibility that the Council could be exposed to risk.

<i>Likelihood Rating</i>	<i>Description</i>
E. Almost Certain	Is expected to occur in most circumstances
D. Likely	Will probably occur in most circumstances
C. Possible	Might occur at some time
B. Unlikely	Could occur at some time
A. Rare	May occur only in exceptional circumstances

Consequence – The impact or magnitude of the risk

<i>Consequence Rating</i>	<i>Description</i>
5. Catastrophic	Death or severe injury to multiple people (eg. Loss or crushed limb, brain damage)
4. Major	Major injuries – severe injury to one person (eg. Loss or crushed limb, brain damage)
3. Moderate	Moderate injuries – require medical assistance
2. Minor	Small injuries, treated internally
1. Insignificant	Minimal injury, no treatment required